

LOCAL RECORDS COMMISSION OF COOK COUNTY

Minutes
March 13, 2018

A meeting of the Local Records Commission of Cook County was held in the State of Illinois Video Conferencing Centers in Springfield and Chicago. The meeting was called to order at 11:06 A.M. by Martha Martinez, Cook County Board President's designee and chair of the Commission.

CHICAGO SITE:

Members Present: Martha Martinez, Cook County Board President's designee and chair of the Commission; David Joens, Director of State Archives and designee for Jesse White, Secretary of State; Kathy McKee, Cook County State's Attorney's designee; Ivana Dabizljevic for Lawrence L. Wilson, Cook County Comptroller; Michael Peters on behalf of Brian Bannon, City of Chicago designee.

Members Absent:

Staff Present: Deneena Norton, Records Archivist.

SPRINGFIELD SITE:

Members Present: Ian Hunt, designee for the Illinois State Historian.

Members Absent:

Staff Present: Bob Boots, Pamela Waggoner, Karen Mizeur.

The minutes of the February 13, 2018 meeting of the Local Records Commission of Cook County were reviewed by the Commission. Mr. Joens noted that Mr. Peterson needed to be added to the minutes under "Members Absent." Ms. Dabizljevic made a motion to approve the minutes as amended. Ms. McKee seconded the motion. The motion carried. Approved unanimously.

OLD BUSINESS:

Mr. Joens said the commission has not heard from the Chicago Police Department about its retentions. We have been talking to them about conducting a training session in Chicago for them on records management. Mr. Joens also gave an update on legislation currently before the General Assembly that affects the Local Records Act. He said right now there are three bills that seek to amend the Local Records Act. Mr. Joens said the State Archives is opposing these bills not because of what the bills seek to do but because they don't belong under the Local Records Act.

NEW BUSINESS:

Add-ons:

17:026C – Forest Preserves District-Legal Department (Chicago). Mr. Joens made a motion to approve the addition of items #20-24 to application 17:026C. Ms. Dabizljevic seconded the motion. The motion carried. Approved unanimously.

18:001C – Village of Palatine/Information Technology (Palatine). Ms. Dabizljevic made a motion to approve the addition of items #20-24 to application 17:026C. Mr. Joens seconded the motion. The motion carried. Approved unanimously.

Amendments:

06:046C – Lyons Township Offices (Countryside). Mr. Joens made a motion to accept the amendments to items #100.4, 100.11, 100.36, 100.37, 100.50, 100.58, 100.73, 100.86 to application 06:046C. Ms. Dabizljevic seconded the motion. The motion carried. Approved unanimously.

Public Comment: There was no public comment.

The date of the next meeting of the Local Records Commission of Cook County is scheduled for 11:00 AM on Tuesday, April 10, 2018 at the Illinois Department of Central Management Services' Video Conference Center located in Room 9-036 of the James R. Thompson Center, 100 West Randolph, Chicago, Illinois, and the CMS Video Conference Center located in the LLCC – Capital City Training Center at 130 West Mason, Springfield, Illinois.

ADJOURNMENT:

Mr. Joens moved that the meeting adjourn. Ms. McKee seconded the motion. The motion carried. Approved unanimously.

Minutes submitted by: Pamela Waggoner, Records Management Section.